

# Library Trustees Minutes

## January 24, 2018

**Call to Order: 7 PM**

**Present:** Michelle Thomas, John Mickola, Anne Manney, Bill Pineda, Dwight Horan, Angela Jack, Claire Lavin, Mary Murtland, Director.

**Sec Report:** Accepted

**Treas. Report:** No report

**Scholarships:** received 18 proofs out of 20. Deadline is Jan 31.

**Bills Payable:** Tabled

**Director's Report:** Library was closed twice due to weather which affects numbers. Several times the library was open during bad weather but had few to no patrons. The counter is wrong for December because many people walked back and forth in front of it a lot during some of the events held that month. We are still sending out almost twice what we're taking in for materials. The replaced furnace is working well. Received a grant from cultural council for the quilt frame. Ashby 250<sup>th</sup> had money left over and gave it to the library toward the quilt. They wrote the check to the library which needs to be changed. Septic alarm went off. Septic needed to be pumped. That expense needs to be budgeted into future budgets. CPR training costs \$25.00 per person.

Michelle devised a schedule of important dates for library. Asked for recommendations for additions. Mowing septic field should be added.

**Friends' update:** Two members of the Friends were in attendance and discussed the events they are planning. Feb. will be Adopt-a-Pet with pet safety and care. Zentargo (sp?) class (coloring intricate designs), Tom O'Carroll folksinger in April.

Magician Stephanie Beech, Cosmic Kelley reading rocks, Sophia's Traveling Zoo and Dana Puppets. Dates were mentioned but should be coordinated with Mary before being finalized.

**Director's Review:** It was suggested that Mary conduct official meetings with staff to review their performance and talk about any concerns as a way to improve relations with staff. Time table was discussed and will have to be decided. Mary would like to offer more money to part time staff but not sure it is possible.

Surveys are coming in and there are some areas of concern that were evident. It was suggested that a "Patron Treatment Policy" be drawn up and implemented so patrons are treated well consistently.

**Budget:** We went through and finalized our budget requests.

**Adjourned:** 8:40

Respectfully submitted:

Claire Lavin